



CYNTHIA A. HARDING, M.P.H.
Interim Director

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August 10, 2016

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

A handwritten signature in blue ink that reads "Cynthia A. Harding". The signature is written in a cursive style.

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE AMENDMENT NUMBER 2 TO MASTER AGREEMENT WORK ORDER NUMBER PH-001415-W3 WITH PARTNERS IN DIVERSITY, INC. FOR TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on October 19, 2010, to execute amendments to Master Agreement Work Orders (MAWO) for the provision of temporary personnel services that extend the term, contingent upon the availability of funds, subject to review and approval by County Counsel, and notification to your Board.

On December 30, 2014, I notified your Board that I was executing MAWO Number PH-001415-W3 with Partners In Diversity, Inc. (PID) for temporary personnel services in the amount of \$495,182, effective January 1, 2015 through September 30, 2016, fully offset by funds from the California Community Foundation (CCF) on behalf of Kaiser Foundation Hospitals, the County of Los Angeles Department of Public Works (DPW), and The Rosalinde and Arthur Gilbert Foundation (Gilbert Foundation). The MAWO provides four (4) temporary personnel to fulfill the Department of Public Health (DPH) Division of Chronic Disease and Injury Prevention's Policies for Livable, Active Communities, and Environments Program scope of work for: 1) the Healthy Policies Initiative funded by CCF; 2) the Bicycle Master Plan Cooperative Outreach Program funded by DPW; and 3) the Active Living Grant Writing Project funded by the Gilbert Foundation.

On September 29, 2015, I notified your Board that I was exercising delegated authority to execute Amendment Number 1 to MAWO PH-001415-W3 with PID to decrease the MAWO total maximum obligation by \$83,986, from \$495,182 to \$411,196, effective July 1, 2015 through February 12, 2016. The reduction of funds was the result of a reduction in funds provided by DPW for the Bicycle Master Plan Cooperative Outreach Program.

Each Supervisor
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Under the delegated authority referenced above, I will execute Amendment Number 2 to MAWO Number PH-001415-W3 with PID to extend the term through June 3, 2017, and increase the total maximum obligation in the amount of \$64,517, from \$411,196 to \$475,713. Due to delays in hiring the Project Manager, this extension is needed to complete the Healthy Policies Initiative through the continued implementation of active transportation plans in cities and communities with high rates of obesity. The active transportation plans outline the programs and environmental changes necessary to make it easier for community members to walk, bike, and/or take public transit to local destinations such as schools and parks. These improvements provide community members with the opportunity to walk and bike as a form of transportation, thereby increasing physical activity and decreasing rates of obesity.

This MAWO term extension is supported by a CCF Letter of Agreement no-cost extension through June 3, 2017 which was accepted by DPH, under delegated authority, on February 25, 2016.

County Counsel has reviewed and approved the MAWO amendment as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:ym
DA#03702

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors